



VICE PRESIDENT, SCIENTIFIC PROGRAMS, CIRM

Background

The California Institute for Regenerative Medicine (CIRM) is the state's Stem Cell Agency. We were created by the voters of California when they approved Proposition 71 in 2004, and renewed when Proposition 14 was approved in 2020, providing \$5.5 billion to invest in stem cell research in California. CIRM's mission, to accelerate stem cell and regenerative medicine treatments to patients with unmet medical needs, is what drives us to succeed every day.

To meet this challenge, our team of highly trained and experienced professionals actively partners with both academia and industry in a hands-on, entrepreneurial environment to fast-track the development of today's most promising stem cell and regenerative medicine technologies.

CIRM is the world's largest institution dedicated to helping people by bringing the promise of regenerative medicine closer to reality.

General Statement

This position is part of the Leadership Team of CIRM. The VP of Scientific Programs will lead a team that will actively identify high quality cutting-edge early-stage scientific programs to bring to CIRM and, once funded, to enable their success. This team will manage a portfolio of hundreds of active programs totaling over \$900M in investment to date. Projects include basic mechanistic research, discovery, exploratory research, and identification of potential candidates for translational development. This team will manage internal and external collaborative networks and consortia resulting from the early-stage scientific programs managed by this group. The VP of Science will work with the rest of CIRM's leadership team to strategically align and connect the aforementioned with other CIRM programs (e.g. clinical networks, knowledge and data networks, registries, educational and communication portals).



Job Functions

In this position you will be accountable for:

Overseeing the management of CIRM early-stage scientific and education programs

- Maximizing the opportunity for inclusion into the scientific portfolio of the most promising and well-constructed projects through:
 - Ensuring clarity of the program announcement(s)/application form(s) to achieve the program goal through revisions as needed.
 - Encouraging and enabling pre-application submission consultations to identify and facilitate success in Review of the most promising discovery or identification of early development candidates that could advance stem cell-based therapies for unmet medical needs.
 - Working with the Review Office to enable a highly competitive, fair, and rigorous peer review process.
- Being up to date on trends and developments in the scientific arena and identifying potential areas that CIRM would be well positioned to accelerate and advance.
- Proactively 'hunting' for the most promising scientific projects that will lead to new understandings, elucidate underlying mechanisms of disease or potential therapeutic effect and foundational knowledge that could advance the field of regenerative medicine therapeutics, diagnostics and tools.
- Overseeing CIRM's Education Programs and coordinating, where relevant, working with other departments within CIRM who oversee specialized Education Programs and Fellowships.

Maximizing the Portfolio (Advance, Accelerate)

- Maximizing the potential for the Scientific portfolio projects to advance in a timely manner to the next stage of the R&D pipeline by:
 - Coaching CIRM team members to work in a collaborative and hands-on fashion with grantees to best position them for success and advancement.
 - Reviewing and approving award milestones and objective success criteria to enable timely achievement of the program goal.
 - Ensuring that CIRM team members have objective metrics and appropriate tools to encourage and enable them to have complete and up-to-date information on the status of their portfolio projects.
 - Proactively working with CIRM team members to identify risks or deficiencies with active projects in their portfolios and leveraging internal



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and external resources to find solutions that provide the project with the greatest opportunity for success.

- Creating a team that is continuously seeking new and innovative ways to improve and accelerate the scientific program.
- Support the success of the Education and Training programs.
- Support the professional development and success of team members by encouraging active engagement with the scientific community and grantee organizations through conferences and meetings.

Managing the Portfolio

- Managing budgets of \$300+ million and confirming that funding and other resources are being used appropriately and efficiently.
- Taking fair but decisive action to suspend or discontinue portfolio projects when objective events or information warrant.

Communicating the Portfolio

- Providing clear and timely updates to CIRM's Governing Board and CIRM leadership on the status of the portfolio.
- Engaging with stakeholders (scientific thought leaders, subject matter experts, patient advocacy groups) to build support for and advance scientific projects, education programs and/or CIRM's mission.
- Representing CIRM at appropriate scientific, medical, governmental agency, and industry meetings, committees and events.

Leading Authentically

- Demonstrating in words and actions commitment to CIRM's mission.
- Modeling expected behaviors.
- Serving as an engaged and productive member of the CIRM Leadership Team.
- Committing to Leadership Team decisions.
- Working with the other members of the CIRM Leadership Team in the development and implementation of the means to realize the Strategic Plan and to drive CIRM's mission.
- Recruiting, developing, and retaining a team of exceptionally talented professionals.



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- Knowing what “great” looks like and using that vision to set clear direction that is fully understood by the Team.
- Coaching and motivating the team to achieve extraordinary results.
- Focusing on results and holding team members accountable to their commitments.
- Recognizing, congratulating, and thanking team members for outstanding performance.
- Working with CIRM’s Leadership Team to ensure that CIRM continues to thrive as a “healthy” mission-driven, collaborative organization.

Supervision Received

Vice President of Scientific Programs reports to the President and CEO of CIRM.

Supervision Exercised

Supervises scientific, technical professionals, may also supervise administrative professionals.

Qualifications

- Doctorate (MD/DO, PhD, PharmD) in medicine, biomedical research or a related area.
- Expertise and peer reviewed publication in Neurosciences, genomics and stem cell biology.
- Experience in data science.
- Track record with successful grant funding in biomedical research.
- Presentation experience at scientific conferences.
- Relevant and sufficient expertise/experience (7-10 years) in management of scientific programs.
- Strong Leadership experience (5 years minimum).
- Demonstrate ability to work with leadership in an aligned, collaborative and cohesive fashion to shape strategic direction.
- Demonstration of past successes in creating contributing innovative solutions, in deploying networking skills, in engaging with key expertise and collaborators that resulted in successful tangible outcomes.
- Proven track record of building and leading effective multi-disciplinary teams.
- Strong knowledge of the overall drug development process from research through entry into the clinic.



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- Ability to provide clear direction and make sound scientific and business decisions.
- Outstanding communication skills.
- Ability to interact effectively with multiple stakeholders (e.g. grantees, subject matter experts, patient advocates);
- Ability to make clear, concise and impactful presentations.
- Ability to work collaboratively in a team-oriented environment.

Working Conditions

- Ability to operate standard office equipment.
- Being available to work outside of normal business hours.
- Being able to travel statewide, if necessary.

During the COVID pandemic, remote work is acceptable, however eventual willingness to work collocated with the team is a must.

Attendance

Must maintain regular and acceptable attendance at such level as is determined at the Department's sole discretion. Must be regularly available and willing to work the hours the Department determines are necessary or desirable to meet its business needs.

Other Information

The duties of this position are performed indoors. The employee's workstation is located at 1999 Harrison Street building in Oakland and is equipped with standard or ergonomic equipment, as appropriate. Travel may be required to attend meetings or training classes.

I have read and understand the duties listed above and I can perform these duties with or without reasonable accommodation. * (If you believe reasonable accommodation is necessary, discuss your concerns with the hiring supervisor. If unsure of a need for reasonable accommodation, inform the hiring supervisor, who will discuss your concerns with the Vice President, Administration).

**A Reasonable Accommodation is any modification or adjustment made to a job, work environment, or employment practice or process that enables an individual with a disability or medical condition to perform the essential functions of his or*



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her job or to enjoy an equal employment opportunity. Duties of this position are subject to change and may be revised as needed or required.

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Salary Range and Benefits

The salary range for the Vice President, Scientific Programs, CIRM is \$243,993 - \$381,901. CIRM offers a competitive compensation package.

How to apply

Interested candidates please submit:

- Cover letter
- CV/Resume
- California State application at <http://jobs.ca.gov/pdf/std678.pdf>

****A California State application is required as CIRM is a state agency. You will not be considered without this.**

To: jobs@cirm.ca.gov. Electronic applications preferred.

CIRM is an Equal Opportunity Employer and committed to a diverse workforce.

Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.

Final Filing Date: 10 days out or until filled

Address for Mailing Application Packages

You may submit your application and any applicable or required documents to:

Human Resources
Attn: CIRM, Jobs
1999 Harrison Street,
Oakland, CA 94612



CALIFORNIA'S STEM CELL AGENCY

Required Application Package Documents

The following items are required to be submitted with your application. Applicants who do not submit the required items timely may not be considered for this job:

- Current version of the State Examination/Employment Application STD Form 678 (when not applying electronically. All Experience and Education relating to the Minimum Qualifications listed on the Classification Specification should be included to demonstrate how you meet the Minimum Qualifications for the position.
- Resume/CV

Applicants requiring reasonable accommodations for the hiring interview process must request the necessary accommodations if scheduled for a hiring interview. The request should be made at the time of contact to schedule the interview. Questions regarding reasonable accommodations may be directed to the EEO contact listed on this job posting.

Application Information

All applicable fields on the State Application Form (STD. 678) must be filled out completely. Resume must be included. Clearly indicate on the Form STD. 678 in the field titled "Examination(s) or Job Titles for Which You Are Applying" the position title as indicated on this job announcement and your basis of eligibility (list eligibility, lateral transfer, reinstatement, etc.). Employment history on your application must be complete with dates, description of duties and responsibilities for each position held, contact names and phone numbers of supervisors. Applicants who do not submit all of the required documentation (incomplete application package) may be eliminated from the selection process.

NOTE: For security purposes, your full social security number is not required on the application.

For any inquiries about the position sent to jobs@cirm.ca.gov, the e-mail should have the position title on the subject line.

Contact Information

The Vice President, Administration is available to answer questions regarding the application process and the position.

Human Resources Contact:

Maria Bonneville

Email - jobs@cirm.ca.gov



CALIFORNIA'S STEM CELL AGENCY

Please direct requests for Reasonable Accommodations to the interview scheduler at the time the interview is being scheduled. You may direct any additional questions regarding Reasonable Accommodations or Equal Employment Opportunity for this position(s) to the Department's EEO Office.

- EEO Officer: Maria Bonneville (Acting)
- Email: jobs@cirm.ca.gov
- California Relay Service: 1-800-735-2929 (TTY), 1-800-735-2922 (Voice) TTY is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TTY Device.

Equal Opportunity Employer

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

It is an objective of the State of California to achieve a drug-free workplace. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

Benefits

Information on benefits afforded by membership in the California Public Employees' Retirement System can be found on the California Department of Human Resources (CalHR) Salary and Benefits website at www.calhr.ca.gov/employees/pages/salary-and-benefits.aspx.

Information regarding Merit System Principles provided to public employees by the State Civil Service Act can be found on the CalHR website at <https://www.calhr.ca.gov/Training/Pages/performance-management-merit-system-principles.aspx>.

Additional benefit information can be found on the CalHR California State Civil Service Employee Benefits Summary website at <https://www.calhr.ca.gov/Pages/California-State-Civil-Service-Employee-Benefits-Summary.aspx>. This webpage is intended to provide general information.

*All hires at CIRM are Exempt and considered Exempt for the purposes of collective bargaining.